United Nations E/ICEF/2009/16

# Economic and Social Council

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**For action**

**United Nations Children's Fund**
Executive Board
**Second regular session 2009**
14-16 September 2009
Item 2 of the provisional agenda

## Provisional annotated agenda, timetable and organization of work

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# Provisional annotated agenda

**1. Opening of the session**

The Executive Board will hear opening statements by the President of the Executive Board and the Executive Director.

## Organizational and procedural matters

**2. Adoption of the provisional annotated agenda, timetable and organization of work**

*For action [E/ICEF/2009/16]*

The provisional agenda has been prepared in consultation with the Bureau of the Executive Board based on the programme of work adopted by the Executive Board at the 2008 second regular session. The Executive Board is requested to adopt the agenda for the session, making any amendments it considers necessary.

**3. Proposed programme of work for the Executive Board sessions in 2010**

*For action [E/ICEF/2009/17]*

The proposed programme of work is based on Executive Board decisions and on suggestions by the secretariat. It has been prepared in consultation with the Bureau of the Executive Board and is presented to the Executive Board for approval. Once adopted, it serves as a framework for setting the agenda for 2010 Executive Board sessions, subject to decisions by the Executive Board and modifications introduced in consultation with the Bureau of the Executive Board.

## Programme and policy matters

**4. Proposals for UNICEF programme cooperation**

**(a) Approval of revised country programme documents discussed at the 2009 annual session**

*For action*

At the annual session of 2009, the Executive Board discussed 16 country and area programme documents (Afghanistan, Armenia, Bosnia and Herzegovina, Botswana, Bulgaria, Burundi, Ecuador, Gulf Area subregional programme, Kazakhstan, Lebanon, the former Yugoslav Republic of Macedonia, Montenegro, Romania, Tajikistan, Turkmenistan, and Uzbekistan). The comments made were shared with the respective country offices and the draft country programme documents were revised as appropriate and posted on the UNICEF website within six weeks of the session. The Executive Board will approve the country and area programme documents on a no-objection basis unless at least five members have informed the secretariat in writing that they wish to bring a particular programme to the Executive Board for further discussion.

**(b) Draft country programme documents**

*For action*

The three draft country programme documents noted below are presented to the Executive Board for discussion and comment, and for approval of the aggregate totals of estimated regular and other resources in the programme budget. In accordance with Executive Board decision 2008/17, the Executive Board was informed of the reasons for deferment of the presentation of these draft country programme documents from the annual session to the second regular session (E/ICEF/2009/CRP.12). The summary results matrix for each country programme document is available on the UNICEF Executive Board website, together with country programme results and performance data consolidated over the previous programme duration. Where applicable, the United Nations Development Assistance Framework results matrices are also available through the UNICEF Executive Board website.

Taking into account the comments by the delegations at the second regular session, these draft country programme documents will be revised and posted on the UNICEF Executive Board website, at the latest, six weeks after the second regular session for further review by the members of the Executive Board. The revised country programme documents will be approved by the Executive Board on a no-objection basis at the 2010 first regular session unless at least five members have informed the secretariat in writing of their wish to bring a particular country programme before the Executive Board for further discussion.

The following three draft country programme documents will be presented by region:

Eastern and Southern Africa
Uganda (E/ICEF/2009/P/L.27)

The Americas and Caribbean
Argentina (E/ICEF/2009/P/L.28)
Guatemala (E/ICEF/2009/P/L.29)

**(c) Extensions of ongoing country programmes**

*For action [E/ICEF/2009/P/L.32]*

Further to the Executive Board decision 2009/11, the Executive Board will be (i) informed of the one-year extensions of the ongoing country programmes of Azerbaijan, Chile, Democratic People's Republic of Korea, Islamic Republic of Iran, Serbia, Somalia and Uruguay, and the area programme for Palestinian children and women, all of which have been approved by the Executive Director; and (ii) requested to approve the two-year extensions of the country programmes of Mozambique and the Philippines.

**(d) Midterm reviews of country programmes**

*For discussion*

These regional summaries of midterm reviews of ongoing country programmes specify, inter alia, the results achieved, lessons learned and the need for any adjustment in the country programmes. The Executive Board is requested to review

the reports and to provide guidance to the secretariat, if necessary. The following seven reports will be presented and discussed at this session:

- Central and Eastern Europe and the Commonwealth of Independent States region (E/ICEF/2009/P/L.25) covering midterm reviews of country programmes in Albania, Belarus, Georgia, Kyrgyzstan, Russian Federation, Turkey and Ukraine;
- East Asia and the Pacific region (E/ICEF/2009/P/L.23) covering midterm reviews of country programmes in Cambodia, People's Republic of China, Indonesia and Viet Nam;
- Eastern and Southern Africa region (E/ICEF/2009/P/L.20) covering midterm reviews of country programmes in Namibia, South Africa, Swaziland and Zambia;
- West and Central Africa region (E/ICEF/2009/P/L.21) covering midterm reviews of country programmes in Burkina Faso, Chad and Ghana;
- Americas and the Caribbean region (E/ICEF/2009/P/L.22) covering midterm reviews of country programmes in Guyana and Peru;
- Middle East and North Africa region (E/(CEF/2009/P/L.26) covering midterm reviews of country programmes in the Islamic Republic of Iran and Iraq; and
- South Asia region (E/ICEF/2009/P/L.24) covering the midterm review of the country programme in Bangladesh.

**(e) Advocacy, programme development and intercountry programmes**

*For action [E/ICEF/2009/P/L.31]*

The Executive Board will consider a recommendation for allocation from regular resources and other resources, subject to availability of specific-purpose contributions, for advocacy and programme development for the 2010-2011 biennium for: (a) headquarters; (b) regional offices; and (c) intercountry programmes.

**5. UNICEF follow-up to the recommendations and decisions of the UNAIDS Programme Coordinating Board meetings**

*For discussion*

The Executive Board will be given an oral report on the implementation of the recommendations and decisions of the twenty-second (April 2008), twenty-third (December 2008) and twenty-fourth (June 2009) meetings of the Joint United Nations Programme on HIV/AIDS (UNAIDS) Programme Coordinating Board. A brief background document (E/ICEF/2009/CRP.19) will be available on the UNICEF Executive Board website.

## Evaluation and audit matters

### 6. Annual report on the evaluation function

*For discussion [E/ICEF/2009/19]*

This annual report is prepared in response to Executive Board decisions 2008/4 and 2008/22, which requested UNICEF to report annually to the Executive Board on the evaluation function and on findings and recommendations of major evaluations. The report also includes a review of the implementation of the evaluation policy approved by the Executive Board in the 2008 first regular session.

### 7. Annual report on internal audit

*For discussion [E/ICEF/2009/AB/L.6 and E/ICEF/2009/AB/L.7]*

The annual report on internal audit covers the activities of the Office of Internal Audit in 2008 and is presented to the Executive Board for discussion and comment. The Executive Board will also have before it the response by management to the key and recurrent findings identified in the annual report, including an explanation of recommendations that have remained open for 18 months or more, as necessary, as requested by the Executive Board in decisions 2006/18, 2007/17 and 2008/23. In addition, a copy of the annual report of the UNICEF Audit Committee is available on the UNICEF Executive Board website.

## Resource, financial and budgetary matters

In addition to the agenda items listed under resource, financial and budgetary matters, the Executive Board has before it three documents for information. These documents will be introduced if a specific request is made by one or more members of the Executive Board.

- Interim financial report and statements for the year ended 31 December 2008, the first year of the biennium 2008-2009 (E/ICEF/2009/AB/L.3)
- Report on implementation of the recommendations of the Board of Auditors for the biennium 2006-2007 (E/ICEF/2009/AB/L.10)
- Report on funds allocated from regular resources to cover overexpenditures from completed projects financed from other resources (E/ICEF/2009/AB/L.9)

### 8. Biennial support budget for 2010-2011

*For action [E/ICEF/2009/AB/L.4]*

The biennial support budget for 2010-2011, which uses the harmonized format agreed upon by UNDP, UNFPA and UNICEF, is presented to the Executive Board for approval. The report of the Advisory Committee on Administrative and Budgetary Questions on the proposed biennial support budget for 2010-2011 (E/ICEF/2009/AB/L.8) is available for review by the Executive Board.

**9. Medium-term strategic plan: planned financial estimates for the period 2009-2012**

*For action [E/ICEF/2009/AB/L.5]*

Further to Executive Board decision 2000/3, a medium-term financial plan is presented with the UNICEF medium-term strategic plan, and the estimates on which the financial plan is based are reviewed and revised annually. This report contains the planned financial estimates for the period 2009-2012, which provide a basis for determining the level of regular resources programme submissions for approval in 2010. It is presented to the Executive Board for approval.

**10. Private fund-raising: financial report and statements for the year ended 31 December 2008**

*For discussion [E/ICEF/2009/AB/L.2]*

This report is presented annually to the Executive Board for review and comment.

## Other matters and adoption of draft decisions

**11. Other matters**

The Executive Board may consider discussing any other matters that it finds appropriate under this agenda item.

**12. Adoption of draft decisions**

**13. Closing of the session**

The Executive Board will hear statements by the Executive Director and the President of the Executive Board.

# Provisional timetable and organization of work for the 2009 second regular session of the UNICEF Executive Board 14-16 September 2009[1]

| | | | |
|---|---|---|---|
| Monday,<br>14 September | a.m.<br>10:00-1:00 | *Item 1* | Opening of the session: Statements by the President of the Executive Board and the Executive Director |
| | | *Item 2* | Adoption of the provisional annotated agenda, timetable and organization of work |
| | | *Item 9* | Medium-term strategic plan: planned financial estimates for the period 2009-2012 |
| | | *Item 8* | Biennial support budget for 2010-2011 |
| | | *Item 10* | Private fund-raising: financial report and statements for the year ended 31 December 2008 |
| | p.m.<br>3:00-5:00 | *Item 7* | Annual report on internal audit |
| | | *Item 6* | Annual report on the evaluation function |
| | 5:00-6:00 | | *Informal consultations* |
| Tuesday,<br>15 September | a.m.<br>10:00-1:00 | *Item 4* | Proposals for UNICEF programme cooperation<br>(a) Approval of revised country programme documents discussed at the 2009 annual session<br>(b) Draft country programme documents<br>(c) Extensions of ongoing country programmes<br>(d) Midterm reviews of country programmes<br>(e) Advocacy, programme development and intercountry programmes |
| | p.m.<br>3:00-5:00 | *Item 5* | UNICEF follow-up to the recommendations and decisions of the UNAIDS |
| | 5:00-6:00 | | *Informal consultations* |
| Wednesday,<br>16 September | a.m.<br>10:00-1:00 | *Item 3* | Proposed programme of work for the Executive Board sessions in 2010 |
| | | *Item 11* | Other matters |
| | p.m.<br>3:00-5:00 | *Item 12* | Adoption of draft decisions |
| | | *Item 11* | Closing of the session: Statements by the Executive Director and the President of the Executive Board |

[1] When consideration of an agenda item concludes ahead of the allocated time, the next item will be taken up for consideration and the timetable adjusted accordingly.

United Nations E/ICEF/2009/17

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Item 3 of the provisional agenda*

## Proposed programme of work for Executive Board sessions in 2010

The attached programme of work for the 2010 Executive Board has been prepared by the secretariat in consultation with the Bureau of the Executive Board, based on statutory requirements, requests arising from specific decisions or discussions by the Executive Board, or proposals by the secretariat.

It is recommended that the Executive Board adopt the programme of work for Executive Board sessions in 2010, as a flexible framework, subject to revisions as appropriate in the course of the year.

* E/ICEF/2009/16.

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# UNICEF EXECUTIVE BOARD
## Proposed programme of work for Executive Board sessions in 2010

| First regular session<br>12-14 January 2010 | Annual session<br>1-4 June 2010 | Second regular session<br>7-10 September 2010 |
|---|---|---|
| **Organizational and procedural matters**<br><br>Election of the President and Vice-Presidents of the Executive Board (A) | **Organizational and procedural matters** | **Organizational and procedural matters**<br><br>Proposed programme of work for Executive Board in 2011 (A) |
| **Programme and policy matters**<br><br>Annual report to the Economic and Social Council* (D)<br>*2009/2*<br><br>Programme cooperation:<br>▪ Adoption of revised country programme documents (A) | **Programme and policy matters**<br><br>Annual Report of the Executive Director: comprehensive account of performance and results against the medium-term strategic plan to date (A)**<br>*2008/14, 2008/21, 2009/4, 2009/7, 2009/8*<br><br>Progress report on gender policy implementation (D)<br>*2009/3*<br><br>Programme cooperation:<br>▪ Draft country programme documents (A)***<br>▪ Extensions of ongoing country programmes (A)<br>*2009/11* | **Programme and policy matters**<br><br>Programme cooperation:<br>▪ Adoption of revised country programme documents (A)<br>▪ Midterm reviews of country programmes (D)<br><br>Report on UNICEF follow-up to recommendations and decisions of the UNAIDS Programme Coordinating Board meetings (D) |
| **Evaluation and audit matters** | **Evaluation and audit matters** | **Evaluation and audit matters**<br><br>Annual report on the evaluation function and major evaluations (D)<br>*2008/4, 2008/22*<br><br>Annual report on internal audit activities, including a management response (D)<br>*2008/23, 2009/8* |

| First regular session<br>12-14 January 2010 | Annual session<br>1-4 June 2010 | Second regular session<br>7-10 September 2010 |
|---|---|---|
| **Resource, financial and budgetary matters**<br><br>Private fund-raising: 2010 workplan and proposed budget (A)<br><br>Report on the harmonization of cost recovery (D) **** *2006/7*<br><br>Progress report on the implementation of the International Public Sector Accounting Standards (I) *2009/7*<br><br>Pledging Event | **Resource, financial and budgetary matters** | **Resource, financial and budgetary matters**<br><br>Medium-term strategic plan: planned financial estimates for the period 2010-2013 (A)<br><br>Private fund-raising: financial report and statements for the year ended 31 December 2009 (D)<br><br>Progress report on the implementation of the International Public Sector Accounting Standards (I) *2009/7* |
| **Other matters** | **Other matters**<br><br>Update on organizational improvement initiatives (I) *2009/8*<br><br>Address by the President of the UNICEF Global Staff Association<br><br>Reports of the field visits of the Executive Board (I) | **Other matters** |

* The relevant reports of the Joint Inspection Unit (JIU) will also be considered under this agenda item.

** A separate Data Companion is available under this agenda item.

*** Summary performance results of the previous programme cycle for each draft country programme document are posted on the website with the draft country programme documents.

**** Timing of this item depends on progress made within the High-level Committee on Management.

The Executive Board considers three types of agenda items:

*For action (A)*: The Executive Board is expected to discuss and to take a decision under the agenda item. The secretariat prepares advance documentation and a draft decision for consideration by the Executive Board.

*For discussion (D)*: The Executive Board is expected to discuss the report prepared by the secretariat. The secretariat does not prepare a draft decision, but the Executive Board may decide to take a decision under the agenda item.

*For information (I)*: The secretariat prepares advance documentation in advance of the session for review by the Executive Board. The documentation will not be introduced or discussed, unless such action is specifically requested by one or more members of the Executive Board.